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No. Q/PF/575/44/2017
Government of India
Ministry of External Affairs
(Administration Division)

Jawaharlal Nehru Bhawan
New Delhi, the 03rd October, 2017

Advertisement for Consultants

Applications in the prescribed proforma (as per Annexure I to the advertisement) are invited from eligible candidates for filling up of posts of Consultants in the Ministry of External Affairs, New Delhi, as per details given below:

1.	Name of the Post	:	Consultants in Ministry of External Affairs, Headquarters, New Delhi
2.	Period of Consultancy	:	Initially 03(three) years The contract could be extended further depending on assessment of performance and mutual willingness. The contract can be terminated by either side at any time, by giving one month's notice. The Government can terminate the contract immediately, by paying one month's agreed remuneration in lieu of the notice period.
3.	Nature of Duties	:	<ul style="list-style-type: none">• The selected Consultants will be required to work as area studies and language expert in the Ministry.• Their duties will entail regular monitoring of information relevant to foreign policy formulation, and providing knowledge-based inputs for the same.• They will be required to summarize and analyse published material in the areas assigned to them, as it appears in media or academic journals.• They will also be required to attend important seminars and conferences

			<p>relevant to the work of Ministry, and submit reports on them.</p> <ul style="list-style-type: none"> • From time to time, they may also be asked to undertake historical research on specific foreign policy related issues.
4.	Job Location	:	Ministry of External Affairs (South Block/ Jawaharlal Nehru Bhawan/Patiala House/ISIL Building/Akbar Bhawan/FSI), New Delhi
5.	Qualifications/Essential Criteria	:	<ul style="list-style-type: none"> • Applicant should be an Indian national • Applicants for the above positions must have BA or higher degree in Chinese language from a recognised university in India or abroad, or Chinese language capability at HSK level 5 or above.
6.	Desirable Criteria	:	<ol style="list-style-type: none"> a) Previous experience of handling issues relating to International Cooperation b) MA / M Phil degree in International Relations from a recognised university in India or abroad will attract extra credit. c) Extra credit will be given for experience of work in a reputed university, publication, think-tank or research organisation in the area of foreign policy or international affairs.
7.	Remuneration & Entitlements	:	<ul style="list-style-type: none"> • The remuneration package will be commensurate with the experience and profile of the selected candidate, subject to a maximum of Rs.10 lakh per annum and deduction of applicable taxes. • The employment will be strictly contractual, and will not confer any other benefits to the selected candidates. • In case the Consultants are required to travel domestically or abroad as part of

